

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: Marsik, Frohling, Greshay, Duchac and Schmidt

Minutes of the special meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, June 27, 2017 at 8:00 a.m. in meeting room 1H&I, located on the first floor of the Administration Building.

ALSO PRESENT: Jim Mielke, County Administrator; Sarah Hinze, Human Resources Director; Tonia Mindemann, Assistant Human Resources Director; Julie Kolp, Finance Director; Russell Kottke, County Board Chairman; Joyce Fiacco, Land Resources and Parks Director; Makenzie Drays, Senior Accountant; Kim Nass, Corporation Counsel; Angi Zilliox, Human Resources Specialist; Bill Wiley, Clearview Finance Director; Jane Hooper, Clearview Administrator; Lynn Hron, Clerk of Courts; Russ Freber, Physical Facilities Director; Phil McAleer, Assistant Physical Facilities Director; Marilyn Miller, County Board Supervisor; Sheriff Dale Schmidt; Chief Deputy Scott Smith; Brian Field, Highway Commissioner; Ruth Otto, Information Technology Director; Donna Maly, County Board Supervisor; Ross Winklbauer, Project Assistant; John Bohonek, County Conservationist; Becky Bell, Human Services and Health Director; Thomas Schaefer, County Board Supervisor; Richard Fink, County Board Supervisor; Ed Benter, County Board Supervisor.

Meeting called to order by Marsik at 8:00 a.m.

Roll call was taken. All members present.

Hinze verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None

Maly provided general information regarding the Enterprise Resource Planning (ERP) project stating that it was an informal opportunity to ask questions. ERP pamphlets were distributed and Kolp introduced Ross Winklbauer, Project Assistant. Kolp indicated that GFOA was hired to assist with the project and that it was time to look at the county as a whole to standardize processes and create efficiencies. Kolp stated a resolution for the project and a resolution to authorize creating a purchasing agent are being presented to the County Board in July. Mielke stated that a procurement policy will be included.

Hinze presented a request for additional sick leave donations for a Human Services employee who will be absent due to medical reasons. Hinze explained that the employee has used all available time off.

Motion by Greshay to approve the request for sick leave donations under the current guidelines and by doing so does not establish a practice or precedent. Second by Schmidt. Motion carried.

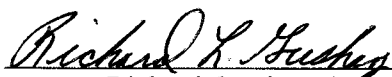
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Hinze provided historical pay structure information from 2012 to present. Hinze also reviewed the employee evaluation forms and process. Hinze provided the current pay structure indicating the number of employees at each pay grade and step. Hinze indicated that at the end of 2017 Dodge County pay structure will be on average, 5.9 percent below market. Hinze provided several options to consider with affiliated costs complied by the Finance Department. The levy limit was discussed. The County is restricted under Wisconsin Statutes as to the amount of the increase in property taxes as compared to the property tax levy of the prior year, excluding tax levies for debt service relating to general obligation (GO) debt issued. The increase in the property tax is limited to the percentage increase in equalized values due to net new construction. Dodge County is estimating the increased levy amount to be around \$350,000, however the estimated cost of steps only is \$1.9 million. The County can increase the levy by electing an adjustment for debt services for general obligation (GO) debt. Currently the County allocates sales tax to pay the principal of GO debt and does not adjust the levy. If the County would adjust the levy for GO debt it would raise the mill rate. It is estimated that for every million dollar increase to the levy the mill rate would increase \$0.17. Jim Mielke wanted to go on record that he does not support electing an adjustment for debt service. He said we need to find a way to make a compensation adjustment that fits into the allowable levy limit without electing an adjustment. Hinze also provided estimated health insurance costs based on different contribution scenarios. There was discussion regarding the different wage and health insurance scenarios from Committee members and attendees. Frohling and Marsik requested some additional costs and scenarios for the next meeting including the effect on each department.

Future Agenda Items: 2018 Wages and Benefits

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are: a regular/special joint meeting with Finance Committee on **July 3, 2017 at 9:45 a.m.** which will be held in rooms 1H and 1I of the Administrative Building and regular meeting on **Tuesday, July 18, 2017 at 9:00 a.m.** which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chairperson at 9:57 a.m.



Richard Greshay, Secretary



Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.